

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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May 4, 2004

**FROM: BARBARA HALSEY, DIRECTOR
JOBS AND EMPLOYMENT SERVICES DEPARTMENT**

**SUBJECT: SOLICITATION OF INTEREST FOR FISCAL YEAR 2004-2005 ELIGIBLE
TRAINING PROVIDERS TO PROVIDE WORKFORCE INVESTMENT ACT
INDIVIDUALIZED TRAINING SERVICES**

RECOMMENDATION:

1. Approve Solicitation of Interest (SOI) for Eligible Training Providers who will offer individualized training services to Workforce Investment Act eligible participants from July 1, 2004 through June 30, 2005.
2. Authorize issuance of the SOI by Jobs and Employment Services Department.

BACKGROUND INFORMATION: The San Bernardino County Local Workforce Investment Board (LWIB) is mandated under the Workforce Investment Act (WIA) of 1998 to provide training activities to eligible participants through an individualized training account system. The LWIB has established an annual procedure for placement of potential vendors on the state Eligible Training Provider List (ETPL) through the SOI process. Eligible vendors responding to the SOI will be submitted to the State for certification and placement on the Statewide ETPL. Upon State certification, the ETPL is used during each fiscal year for referral of WIA participants for training and placement services. The vocational skills training that is offered must be in a demand occupation not exceeding a period of 18 months of training and not exceeding \$7,500 per individual account. Any training that exceeds \$7,500 per course and is certified by the State, must have prior approval of the Director of JESD before an individual account is initiated. Additionally, the training providers must achieve an adult placement rate and credential rate that is equal to or greater than the rate that has been established by the State of California Employment Development Department.

The services solicited in this SOI will provide vocational skills training to eligible San Bernardino County residents seeking to develop or upgrade work place skills in demand occupational areas.

Approval of this action will allow the Jobs and Employment Services Department (JESD), in conjunction with the Workforce Investment Board, to formally advertise and solicit interest from training providers for placement on the Eligible Training Provider List at the state level. In addition to direct mailing, the SOI will be advertised in local papers and via the JESD website. Responses are due by 5:00 p.m. on May 21, 2003.

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Solicitation Of Interest For Fiscal Year 2004-2005 Eligible Training Providers To Provide Workforce Investment Act Individualized Training Services

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REVIEW BY OTHERS: This SOI was reviewed by the joint WIB Contracts and Performance Committee and the Employment Resource Committee on April 23, 2004 and approved by the full Workforce Investment Board on May 3, 2004. It was approved as to form by Deputy County Counsel Regina A. Coleman on April 22, 2004. This item has also been reviewed by the County Administrative Office, Patricia M. Cole, Administrative Analyst III, on April 23, 2004.

FINANCIAL IMPACT: Funding for the proposed services will be included in the Department's proposed FY 2004-2005 (SAC-JOB) budget. Approval of the eligible providers as an outcome of this SOI will be funded through the Federal Workforce Investment Act of 1998 and will result in no local cost to the County.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's proposal and recommends this action on the basis that the training services to be provided as a result of this SOI will be fully funded by federal Department of Labor funds that are not in jeopardy.

SUPERVISORIAL DISTRICT(S): All Districts

PRESENTER: Barbara Halsey, Director, JESD, 909.388.4389.

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